

Present: Cllrs Barwick, Brown, Ewing, Henderson, Scott

In the Chair: Cllr Smith – Chairman

Clerk: Michelle Curtis

Also Present: District Councillor Thompson (8.26 pm)
Denise Clarke and Vanessa Reeves – Parish Working Group

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were apologies for absence from Cllr Munson.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

4.1 Report from County Councillor Durham

The report from County Councillor Durham was received and noted.

4.2 Information from District Councillors

At this stage, Cllr Thompson was not present at the meeting.

5. Public Forum

There were no members of the public present.

6. Parish Working Group

On behalf of the Parish Working Group Denise reported the following:

- Is there any update on levelling the grass verge on Tollesbury Road?
The Clerk advised this project is being dealt with by the Local Highways Panel (LHP). The LHP is currently being reviewed.
- More pictures had been sent to Essex County Council of highways issues.
- At a previous Parish Council Meeting it was reported that the Speed Strategy Survey was being reviewed. Is this document available?
Action: Clerk to ask Cllr Durham if the document was available.
- Portable Speed Indicator Devices (SID), has there been any response from the Parish Council's insurers?
The Clerk advised she had put a request into the insurers with the questions raised by Steve.

The Chairman reported that the Parish Council has very little power in dealing with highways, speeding, and parking issues. This is all controlled by Essex County Council. The Parish Council do pay for TruCam patrols to try to help with speeding issues and will also write or will leave notes on vehicles if there is a parking issue. In the 2023/24 precept, a sum of money has been set aside to either purchase village gates or towards a SID. The budget was yet to be agreed upon.

The Chairman reported that Cllr Scott had recently attended webinars on a 20s Plenty Campaign. Essex County Council's current policy is 30mph in built-up areas. Parish

Councils and individuals are encouraged to write to Essex County Council to ask them to adopt a 20mph speed limit as a default speed limit for urban and village roads in the County. Any help from the Parish Working Group to progress this would be greatly appreciated.

7. Minutes

Minutes 25th October 2022

Resolved: The Minutes of the Parish Council Meeting held on 25th October 2022 be approved as a true and accurate record of the meeting. Unanimously agreed.

The Chairman signed the Minutes.

The Parish Working Group Representatives left the meeting.

8. Finance

8.1 Monthly Financial Report

Councillors received the monthly Financial Reports as of 31st October 2022.

Bank Reconciliation – a Closing balance of £39,354.70

Expenditure to date – Budget £30,079 – Actual £18,395

Income to date (including Precept (£21,514) £29,764 – Actual £27,604

Earmarked Funds – Closing Balance - £7,532.43 – Net Transfers £5,180.00

The Chairman signed the Reports.

8.2 Payments

Resolved: To approve the payments totalling £4,215.18. Unanimously agreed.

9. Planning

9.1 Planning Applications

To consider Planning Applications received from Maldon District Council

Application No: TCA/MAL/22/01143 PP-11682477

Proposal: T1 Oak (Quercus robur) - Whole crown reduction by 2-3m.

Location: 43 Church Street Tolleshunt D'arcy

Resolved: Unanimously agreed to recommend approval of this application.

9.2 Planning Decisions:

To receive Planning Decisions from Maldon District Council

HOUSE/MAL/22/00977 - Greengates Tudwick Road - Approved

TELPN/MAL/22/01008 - Mobile Broadband Network Limited Communication Station T-Mobile (68101) Greenfield At Limesbrook Farm Kelvedon Road - Approved

9.3 Appeals

To receive notification of Planning Appeals from Maldon District Council – None received

9.4 Planning Appeal Decisions

To note decisions made by the Planning Inspectorate – None received

9.5 Tree Preservation Orders (TPO)

To note TPOs made by Maldon District Council – None received.

10. Budget/Precept 2022/23

10.1 Maldon District Council – 2023/24 Council Tax Rate

The correspondence from Maldon District Council advising that the 2023/24 Council Tax Rate for Tolleshunt D'Arcy is 449.4. This is a slight decrease on 2022/23 which was set at 450.7.

10.2 Budget/Precept 2023/24

The proposed precept for 2023/24 is £22,721.40, an increase of £1,207.40 5.61% against the 2022/23 precept. There was no increase in the 2022/23 precept against 2021/22.

When compared to the 2022/23 budget this is an increase of £892.40 which equates to a 4.09% increase.

Cost per household 2022/23 (Band D) property	-	£47.73
Cost per household 2023/24 (Band D) property	-	£50.56
Variance per household		£2.83

Resolved: to set the 2023/24 precept at £22,721.40. Proposed Cllr Barwick, seconded Cllr Henderson, unanimously agreed.

11. Training

There were no requests for training.

12. Procedures and Policies

12.1 Email Policy

Resolved: Unanimously agreed to amend Item 1 – Introduction of the Email Policy. Item 1 will now read as follows:

Email is regularly used for the management and administration of the business of Tolleshunt D'Arcy Parish Council (TDPC). Members should only use the Clerk's email system with the domain name tolleshuntarcy.org for council business and not personal or other addresses. Members must not copy, print or forward TDPC emails to third-party addresses even if they are personal addresses of the member. Neither should members show or share the content of TDPC emails with any non-member, without the explicit approval of the clerk who will deal with any Freedom of Information requests.

12.2 Dignity at the Work Place Policy

Resolved: Unanimously agreed to adopt the Dignity at the Work Place Policy V1.0.

13. Grant Application

Councillors agreed that the First Responders were an important asset to the parish and were very supportive of the new group forming in Tolleshunt D'Arcy who would be working with Tollesbury First Responders.

Resolved: Unanimously agreed to give a grant of £1,178 to Tolleshunt D'Arcy First Responders towards the purchase of a new defibrillator.

14. Tolleshunt D’Arcy Village Hall

The update on Tolleshunt D’Arcy Village Hall was received and noted. Councillors were in support of the proposal from the Village Hall Management Committee to refurbish the building.

15. Essex and Suffolk Water

The information regarding the proposed pipeline works from Layer de la Haye to Langford was received and noted.

16. 20s Plenty Speed Reduction Campaign

16.1 Draft Proposal

The information circulated by the EALC on the draft proposal for 20mph in Essex was received and noted.

16.2 20mph Speed Limit

Resolved: Unanimously agreed to support a 20mph speed limit in Tolleshunt D’Arcy.

16.3 Essex County Council

Resolved: to support the campaign and write to Essex County Council requesting them to adopt a 20mph speed limit as a default speed limit for urban and village roads in the County.

It was also agreed to write to neighbouring parishes to encourage them to support a 20mph speed limit in their parishes and to write to Essex County Council supporting the campaign.

17. Climate Action Friends

The email from Claire Williamson, Climate Lead Office – Maldon District Council, regarding Climate Change was received and noted.

18. Police/Community Protection Officers (CPOs)

18.1 Police Report

The Police Reports were received and noted.

18.2 Community Protection Officers (CPOs) Patrol Reports

The CPO Report for October 2022 was received and noted.

During the CPOs Patrols in October, there were 5 speeding offences. During the time spent on Kelvedon Road, there were no captures. The Clerk advised that due to some logistical issues with Essex Police, the CPOs were only able to carry out 1 hours TruCam patrol in October. The TruCam Patrols have now resumed as normal.

19. Administration

Queen Elizabeth II – The Clerk reported that following the last meeting Cllr Thompson had spoken to Simon Quelch at Maldon District Council regarding the requirements to change the name of the Recreation Ground or Pavilion to Queen Elizabeth II Playing Fields or Queen Elizabeth II Pavilion. Cllr Thompson reported that Simon Quelch had advised that he did not see any issues to change the name; no costs and no documentation to complete.

Action: To be considered at the next Parish Council Meeting.

20. Representative Reports

20.1 Burial Ground

20.1.1 Update from Cllr Henderson

Cllr Henderson advised there were no issues to report.

20.2 Recreation Ground/Pavilion

20.2.1 Update from Cllr Brown

No new issues to report.

20.2.2 Replacement Bench

Resolved: Unanimously agreed to purchase a bench from Marmax Products for £488.40 (inclusive of delivery and VAT) to replace the damaged metal bench. The Clerk will endeavour to secure a discount.

20.2.3 Pavilion

Councillors agreed in principle to enter into a long-term lease with Bee-Fit CM9 subject to the lease document being prepared by professionals and agreed upon by both parties.

Cllr Thompson arrived at the meeting.

20.3 Public Rights of Way

20.3.1 Update from Cllr Henderson

Cllr Henderson advised there were no issues to report.

20.4 Road Safety/Highways

20.4.1 Update from Cllr Munson

Cllr Munson was not present at the meeting

20.4.2 Pot Hole Scheme

It was agreed to submit the large pothole in Tollesbury Road to Cllr Durham to be considered for the Pot Hole Scheme.

21. Community Concerns – Information Exchange/Next Agenda Items

It was reported there were issues with vehicles parking on the pavement on North Road, leaving very little room for pedestrians to pass.

Action: Clerk to prepare notices for Councillors to put onto the offending vehicles.

Next Agenda: Consider renaming the Recreation Ground or Pavilion

22. Public Bodies (Admissions to Meetings) Act 1960

Resolved: to close the meeting to the Public and Press.

The Clerk left the meeting.

23. Employment Matters

Councillors carried out an annual review for the Clerk (confidential report 01-22/23).

24. Public Bodies (Admissions to Meetings) Act 1960

Resolved: to open the meeting to the Public and Press.

The Clerk returned to the meeting.

25. Date of the Next Meeting

The next meeting of the Parish Council will be held on:

Tuesday 3rd January 2023 – Full Council Meeting – 7.30 pm

The Chairman closed the meeting at 8.35 pm.

Signed.....

Date:.....